

MINUTES OF BOARD OF DIRECTORS MEETING
VALLEY SANITATION DISTRICT
September 17, 2025

A meeting of the Board of Directors of the Valley Sanitation District was held on this date at the Platte Canyon Water and Sanitation District

Phyllis Gooden Connie Kucharski Chris Dye Katy Smith Ian Gallogly

In addition to the board Cynthia Lane and Armando Quintana of Platte Canyon Water and Sanitation were in attendance.

___1. MINUTES: Chris Dye made a motion to approve the minutes and seconded the motion. The motion passed.

___2. APPROVAL OF BILLS: Chris Dye made a motion and it was seconded by Ian Gallogly to pay the bills. The motion passed.

___3 APPROVAL OF BILLS:

1. Patricia B. Harris – Wages	266.40
2. Phyllis Gooden – Director Fee	92.35
3. Connie Kucharski – Director Fee	92.35
4. Chris Dye - Director Fee	92.35
5. Kathryn Smith – Director Fee	92.35
6. Ian Gallogly – Director Fee	92.35
7. Alarm Detection Systems – Lift Station	628.62
8. Advanced Engineering and Environment Services – Lift Stn	2,240.00
9. Comcast Business-Lift Station Utilities	160.80
10. City of Englewood – Lift Station Utilities	20.52
11. Pat Harris – Payroll Reissue Nov 2024	266.40
12. Platte Canyon Water & Sanitation District	6,767.15
13. Power Systems West – Lift Station maintenance	1,439.00
14. Utility Notification Center of Colorado	164.12
15. Xcel Energy – Pump Station Utilities	1,251.13
16. Federal Tax Deposit	187.10
	\$ 20,765.55

___4. RECEIPTS:

Arapahoe County Tax	\$ 2,049.59
City and County of Denver	361.51
	\$ 2,411.10

___5. FINANCIAL ACCOUNTING OF DISTRICT:

WELLS FARGO BANK:

Checking account balance: \$ 1,660.23

__6. COLOTRUST:

General Plus Fund

August Deposit – \$24,347.22

Income Earned - \$4,908.27

Balance - \$ 1,326,846.07

Interest – 4.3688%

Enterprise Plus Fund

August Deposit - \$ 0.00

Income Earned - \$759.06

Balance - \$204,961.83

Interest – 4.3688%

__7. AGENDA ITEMS:

a. VALLEY MAINTENANCE

(1) August

Hydraulic Main Cleaning: 778 feet scheduled; 778 feet completed

Lift Station: 4 visits scheduled; 5 visits completed

(2) September

Lift Station: 4 visits scheduled

There were seven locates completed. Platte Canyon completed two sewer tap inspections at 2983 W. Layton Avenue and 3871 W. Saratoga Avenue.

Armando provided maps and pictures where sewer lines run through the golf course off of Oxford, Flying Saucer trailer park property, the Alameda Nursery (where they inspect manholes once a year) and Robinson Brick. Phyllis asked that Armando provide a color scheme to identify the colored lines on the maps.

__8. Notice of Authorization:

MOTION: Chris made A motion was made to authorize Ian Gallogly and Katie Smith to sign on behalf of Valley Sanitation. Connie Kurcharski seconded the motion and the motion passed.

__9. Financial Statement: Cynthia highlighted a couple of variances from the budget. In revenue, specific ownership is down and the IGA maintenance cost share with Columbine is also down. Vanessa received the check from Denver Water which was back-billed to the sewer contract-remedial line.

__10. 2026 Valley Budget Maintenance Memo: Vanessa explained the 2026 maintenance budget and how items were budgeted. In 2025 it was projected for two lift station visits per week but with the installation the new pipe and the air conditioning, Platte Canyon has scaled back to one visit per week and the lift station line item is showing a large deficit. When reviewing the budget projection of sewer contract maintenance, Armando and Vanessa work together to pinpoint what is scheduled to be done and the costs for the rest of the year. The maintenance memo explains all the scheduled work in Maintenance and Operations in the system the include collections and the lift station.

__11. Flying Saucer: There has been no movement on this property. Rezoning approval will be going to Sheridan City Council in October or November.

__12. Capital Plan: A copy of the plan that provides for significant rehabilitation in the district was given to the board. Projects 1 and 2 planned for 2025 were completed this year with Project 3, the Platte River Crossing, is scheduled for 2026. In 2028 there are eight point repair projects scheduled and the last project is scheduled in 2029.

__13. Valley Sanitation Portal: Cynthia presented information on a portal that can be used by the board. It will take an account login to use the portal. Board meeting documents for current board meetings will be loaded into the portal for the meeting and then moved to a different folder for tracking year on year. It will be available for anyone who might choose to use it. Bridget can mail or email documents if board members prefer.

__14. Chris Dye asked about direct deposits for board payments. Cynthia said that is a question she will have to ask Vanessa. Chris asked to have action items on the agenda identified.

There was no further business, and the meeting was adjourned at 5:00 PM. The next meeting will be Wednesday, October 15, 2025, at 4:00 pm, at Platte Canyon Water and Sanitation, 8739 Coal Mine Ave, Littleton, CO.

Submitted by: Patricia B. Harris
District Manager
September 19, 2025